



# Outsourced Services

## Fully supporting your business

If your business is growing, nothing should hold it back. But as it does grow, the administrative burden it creates can take you away from what first attracted you to running your business.

By outsourcing to BKL, you won't simply be getting more time to build your business. You'll benefit from our experience of working with entrepreneurial businesses like yours from a range of industries.

We help startups and SMEs by providing them with a bespoke outsourcing solution to meet the needs of their businesses.

Our outsourcing and accounts specialists work together to provide a seamless service that will make a difference to your business. Setup is quick and easy; the transition from another provider is painless.

### Our services

#### / Bookkeeping

Supportive and efficient accounting service: daily, weekly or monthly

#### / Tax compliance

Preparing and submitting your VAT and CIS returns

#### / Management accounts

Flexible reporting to suit your needs, including cashflow monitoring, KPI and trend reporting, balance sheets, P&L and forecasts

#### / Payroll

Secure and confidential management of your payroll, auto enrolment and payslips

#### / Human resources

Expert advice on recruitment, performance management and redundancy

#### / Company secretarial

Forming companies and submitting statutory documents to Companies House

### Key benefits

#### / Lower risk

#### / Higher efficiency

#### / Cost effectiveness

#### / Better control of your business

#### / Access to a wide range of skills

#### / Lighter administrative burden

#### / Access to the latest technology

#### / Better reporting to make better decisions



For more information about how we can help you, please contact Petra Deters.

T +44 (0)20 8922 9370

E [petra.deters@bkl.co.uk](mailto:petra.deters@bkl.co.uk)

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